

IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 9/7/2017

BOARD MEMBERS PRESENT: Joshua R Thompson - Chair
John H Williams
Cathy Hart
Nancy M Kerr

BOARD MEMBERS ABSENT: Zendi F Meharry

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Maurie Ellsworth, General Counsel
Kellie LaBonte, Technical Records Specialist II

OTHERS PRESENT: Kris Ellis, Eiguren Ellis Public Policy

The meeting was called to order at 9:03 AM MDT by Joshua R Thompson.

EXECUTIVE ORDER

Ms. Cory reviewed the Executive Order issued by Acting Governor Little which requires State agencies to submit a report to the Office of the Governor no later than July 1, 2018. The report will assess whether the licensure requirements are necessary and in the public interest while providing recommendations for improvement, modification or elimination. Ms. Cory also updated the Board on the information and process for public comment which has been added the Board's website.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadline to submit proposed legislative ideas to the Governor's Office and the deadline to submit proposed law and rule have passed for the 2018 Legislative Session. Ms. Cory said that the Board will continue to work with the Board of Examiners of Residential Care Facility Administrators on various topics such as the Health Services Executive certification and the possibility of combining the two Boards.

NEXT MEETING

The next face to face Board meeting is scheduled for Monday, October 30, 2017 at 9:00 AM.

NATIONAL ASSOCIATION OF BOARDS OF EXAMINERS OF LONG TERM CARE ADMINISTRATORS (NAB) CONFERENCE

Ms. Hart made a motion to cover any travel expenses that may occur for the Board Chair to attend the NAB conference in Savannah, Georgia in November 2017. It was seconded by Ms. Kerr. Motion carried.

CORRESPONDENCE

The Board reviewed correspondence from Mr. Robert Vande Merwe, Idaho Health Care Association, and noted that most of the items listed in the letter are items the Board has been discussing during its meetings.

The Board would like to discuss this further at the next face to face meeting on October 30, 2017. Mr. Vande Merwe will be in attendance at the meeting. Ms. Ellis mentioned that the NAB administrator's course no longer covers items specific to Idaho. Ms. Ellis stated that IHCA would like to see a course offered dealing with Idaho specific information. The Board would like Mr. Ellsworth to review the contract with NAB regarding course information and report back at the next meeting.

Mr. Williams joined the conference call at 9:10 AM.

EXECUTIVE SESSION

Ms. Hart made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Mr. Williams, aye; Ms. Hart, aye; and Ms. Kerr, aye. Motion carried.

Ms. Kerr made a motion to come out of executive session. It was seconded by Ms. Hart. The vote was: Mr. Thompson, aye; Mr. Williams, aye; Ms. Hart, aye; and Ms. Kerr, aye. Motion carried.

After coming out of executive session, the Board made the following motions regarding applications and correspondence:

Mr. Williams made a motion for an applicant whose application lacked activity for a period of over two years to submit an application for licensure by way of examination citing Rule 050.03. It was seconded by Ms. Hart. Motion carried.

Ms. Kerr made a motion to approve the endorsement applications for Brantley Shattuck and Ellie Basham for licensure. It was seconded by Ms. Hart. Motion carried.

Mr. Williams made a motion to deny the request from applicant 901149532 asking for reconsideration of hours required and duration of the administrator in training program based on Idaho Code § 54-1610. It was seconded by Ms. Hart. Mr. Thompson recused himself. Motion carried.

Ms. Kerr made a motion for Ms. LaBonte to review all application files and send a pending termination letter to any applicants whose application lacked activity for a one year or more. It was seconded by Ms. Hart. Motion carried.

ADJOURNMENT

Ms. Hart made a motion to adjourn the meeting at 9:54 AM. It was seconded by Ms. Kerr. Motion carried.

Joshua R Thompson, Chair

John H Williams

Cathy Hart

Nancy M Kerr

Zendi F Meharry

Tana Cory, Bureau Chief